

Position: Student Volunteer

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Date Available: Now

Agency: U.S. Department of Commerce Western Region Security Office (WRSO)

URL: <http://www.wasc.noaa.gov/wrso/>

Location: Home / School

Objective: The purpose of this volunteer project consists of two parts;

1. The student volunteer will assist in making the WRSO web site compliant with Section 508 of the Rehabilitation Act Amendments of 1998 regulations that pertain specifically to Web sites (36 CFR 1194.22), which has been adopted as a Department of Commerce standard.
2. The student volunteer will type a brief abstract of the WRSO security awareness video collection.

General Duties/Description:

1. WRSO's website contains 360 graphic images of security awareness posters and cartoons; student's work will be fundamental in making the WRSO's site conform with Section 508 standards. The student will receive a CD that contains these 360 graphic images. Each graphic image needs to be viewed and a meaningful text description typed so that users with visual disabilities will know what the image conveys. Student volunteer will type descriptive text into one of the following programs: Notepad, WordPad or MS Word. The descriptive text must be typed in plain text format and saved to a 3.5" diskette.
2. Student volunteer will be loaned a total of 43 security awareness video cassettes (VHS format) from WRSO's video collection. The videos range in time from approximately 4 minutes to 30 minutes in length. Student volunteer will be responsible for viewing videos and typing a synopsis of each video consisting of: Title, Copyright Date and Brief "one" paragraph description.

Requirements:

- Able to clearly and effectively communicate in written English and to proofread completed work.
- Able to work independently.
- Basic computer skills in Windows PC. Student must have access to a computer, the Internet and a VHS VCR. The WRSO cannot provide a computer, Internet access or VCR to complete the project.

Salary: None

At the conclusion of the project, student will receive a Certificate of Appreciation from the U.S. Department of Commerce Western Region Security Office indicating the agreed upon number of hours volunteered and successful completion of objective.

How to Apply: Please contact:

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